# Librarian’s Report

## September 2018

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Faculty Development Committee
Minutes
August 22, 2018, 9:30 AM

In attendance: Thresa Yancey, Dina Walker-Devose, Ji Wu, Amy Jo Riggs, Jackie Eastman, Alyson Prude, Nancy Remler, Lauren McMillan, Dan Chapman

I. Committee members introduced themselves.

II. Election of chair: The committee unanimously voted Dina Walker-Devose as committee chair.

III. COPH Representation: The committee recognized that Rachel Schwartz, the representative from the College of Public Health, resigned from the committee. That college does not have representation. Dina Walker-Devose volunteered to contact Senate President Dustin Anderson to ask for a replacement for Rachel Schwartz.

IV. Overview of Committee Mission: Dina Walker-Devose and Nancy Remler explained the primary tasks of the committee

A. The committee meets at least twice a year

B. The committee reviews applications for the faculty development awards:

   1. Development of Instruction Awards
   2. Professional Travel Awards
   3. Summer Stipend Awards
   4. Excellence in Instruction Award

C. The calls for applications, criteria, and deadlines for each award are posted on the CTE’s website:

   http://academics.georgiasouthern.edu/cte/home/gs-faculty-dev-awards/

D. The selection process is a blind process.

E. The committee should expect to read between 50-70 applications for each cycle.
F. The committee has a folder in the Google Drive in which awards applications are stored. Nancy Remler and Trish Hendrix have shared that folder with committee members.

G. Nancy Remler explained the two endowed awards for Armstrong faculty. She noted that the committee should be aware of them as the committee might be charged with selecting recipients, but that the university has not yet decided how to promote the awards or distribute them. She noted that the gift agreements designate the awards to Armstrong faculty members, so the challenge will be to define an Armstrong faculty member. As of now, that is not the committee’s responsibility to decide.

H. Questions arising from the discussion:

1. Is it possible to offer multiple faculty excellence awards in one year? (Award guidelines state that two faculty members earn the award each year.)
2. What is the budget? (Nancy Remler reached out to Trish Hendrix and Virginia Samiratedu. The budget is just shy of $107,000. Trish Hendrix divides up the money so that we have sufficient funds for all semesters).
3. Does Trish Hendrix weed out awards that are incomplete? (Nancy Remler will find out)

I. Ji Wu moved that the committee divide the workload into teams with three reviewers per team. The committee voted unanimously to pass that motion.

V. New Business: Revision of Rubrics: Nancy Remler, Dina Walker-Devose and Ji Wu, who served on the committee last year, recalled the selection process last year and the challenges arising from 1) vaguely written applications and 2) rubrics that don’t align with the requirements of each award.

A. Nancy Remler and Bruxanne Hein would like to organize some workshops to address that challenge. The workshops will revolve around recognizing audience and writing specifically to target that audience. While the long-term intent is to develop grant-writing workshops, a pilot to the grant-writing workshops will be
award-writing workshops.

B. The committee identified details in the award rubrics where alignment to award criteria falters.

C. The committee agreed to submit revision/editing suggestions to Nancy Remler by August 31, 2019.

D. Nancy Remler, Dina Walker-Devose and Amy Jo Riggs will serve as a subcommittee to draft new rubrics.

VI. Thresa Yance pointed out some deadline errors in the CTE’s faculty awards web page. Nancy Remler agreed to have those errors corrected.

The meeting adjourned at 10:33AM.

Respectfully submitted,

Nancy Remler
I. CALL TO ORDER
Chair Michelle Cawthorn called the meeting to order on Friday, August 24 at 9:06 AM.

II. APPROVAL OF AGENDA
Dr. Daniel Czech made a motion to approve the agenda as written. The motion to approve the agenda was seconded and passed.

III. CHAIR’S UPDATE
• Bylaws of the General Education and Core Curriculum Committee (GECC) were approved by the Faculty Senate on May 22, 2018
  o Note minor changes: summary findings will be reported to undergraduate committee; GECC will coordinate with appropriate administrative offices to create comprehensive program review of general education reports
  o Following consolidation, some positions were reconfigured which may require adjustments to the list of non-voting members included in the Bylaws. The VP of Enrollment Management has asked to have a non-voting representative on the committee.

  ● Bill Wells requested further discussion regarding the inclusion of the VP for Student Affairs and the VP of Enrollment Management
  ● Michelle Cawthorn stated that the committee needed more information about the roles.
  ● Finbarr Curtis asked if we should invite both members to the meeting to ask about their interest in attending; Michelle Cawthorn replied that she had contacted the VP of Student Affairs, but had not received any response.
  ● Chris Ludowise from the Provost’s office provided some additional context regarding the responsibilities of the two roles: the VP of Student Affairs works with Greek organizations and other student activities while the VP of Enrollment Management is responsible for retention, financial aid, and other areas related to curriculum beyond simply recruiting students
  ● Finbarr Curtis stated that based on that clarification, it made sense for the VP of Enrollment
  ● Management to participate in the committee; Michelle Cawthorn concurred and clarified that this is a non-voting role
MOTION: Bill Wells made a motion that the committee recommend that the VP of Enrollment Management be included in the committee in a non-voting role and that VP of Student Affairs should be removed as a non-voting member. A second was made by Alisa Leckie. The motion was approved.

- Core Curriculum Approval, Review and Assessment Process was approved by Faculty Senate on May 22, 2018

IV. NEW BUSINESS
A. Nominate/elect a committee chair

MOTION: Alisa Leckie made a motion to nominate Michelle Cawthorn. A second was made by Dr. Tony Barilla. Leslie Haas motioned to close nominations. Tony Barilla made a point of acclimation that in the absence of any other nominees, Michelle Cawthorn be recognized as chair of the committee.

B. Core course assessment process
- Michelle Cawthorn presented an overview of Core Course Assessment on both the Statesboro and Armstrong campuses prior to consolidation
  - Statesboro assessed every core course on an annual basis; sampling strategies for each course were determined within departments
  - Armstrong assessed a selection of core courses on an annual basis, but not all core courses were included in assessment
- Delena Gatch from the Office of Institutional Effectiveness summarized requirements for core assessment from the University System of Georgia Board of Regents (BOR) and SACSCOC
  - Both require core courses to be assessed to ensure that core courses are addressing the appropriate area learning outcomes
  - SACSCOC requirements have recently changed from requiring only reporting on core course assessment to implementing results of assessment through action plans including instructional changes to improve student learning in these areas
- Michelle Cawthorn presented an overview of the Core Course Assessment template and highlighted recent changes
  - Based on a suggestion from Finbarr Curtis during the August Assessment Institutes, item B on the template was adjusted to ask for a short narrative description of the connection between the selected Area Learning Outcome and the content of the course
○ Section C Teaching Strategies has been added to all assessment templates for program assessment, and has been added to the core curriculum template as well
○ Note that results have to be reported for each campus and that processes should be consistent across campuses with the goal of showing equivalency
○ The section titled “Targets” has been removed and targets have now been incorporated into the “discussion” section of the rubric

● Michelle Cawthorn suggested that since there was so much material to review on the template and rubric, the committee members could review and a discussion would be held in the next meeting
● Suzy Carpenter asked about the timeframe for completing the assessment
● Michelle Cawthorn explained that the timeline will be different this year than in the past and suggested that departments submit an assessment plan by the end of January, collect pilot data in the spring, and that reports and plans would be reviewed in fall 2019
● Delena Gatch explained the concerns about delaying reporting too long and said that if programs significant changes and had data to submit, she would review the reports to ensure continuity in the process
● Leslie Haas pointed out that continuing to report where it was possible would show evidence to SACSCOC that we have a process in transition; Delena Gatch confirmed this
● Leslie Haas asked if Liberty campus would be involved in this process too and raised the question of Liberty campus representation on the committee
● The committee discussed the challenges of finding an appropriate representative from the Liberty campus and agreed that other means of communication could be more effective instead of requiring a representative to attend meetings
● Delena Gatch asked if the committee would be willing to take a vote on just the assessment template and timeline so that she could begin to provide this information to departments at all campuses
● Michelle Cawthorn proposed that the committee vote on items A-D on the template to be completed by January, along with item E, if appropriate.

MOTION: Alisa Leckie made a motion to approve the template items A-D and E if applicable to be due by January. A second was made by Mr. Jeff Mortimore. The motion was approved.

● Further discussion revealed that there was some misunderstanding about best practices for sampling for assessment purposes
• Bill Wells recommended that clarification regarding sampling should be provided in print to units before they initiated data collection; Alisa Leicke asked if Institutional Effectiveness could provide a document with written guidelines; Delena Gatch responded that she could provide a document summarizing best practices
• Michelle Cawthorn asked Delena Gatch to bring guidelines to the next committee meeting
• Michelle Cawthorn proposed postponing agenda item C Pre-consolidation Georgia Southern University – Statesboro Campus General Education Outcomes discussion until the next meeting

V. ANNOUNCEMENTS
   A. Dates for fall GECC meetings: Friday, September 28; Friday, October 26; Friday, November 30 – all meetings starting at 9 a.m.

VI. ADJOURNMENT
   There being no further business, the meeting was adjourned on August 24 at 9:58 AM.

Respectfully submitted,
Jaime O’Connor, Recording Coordinator

Minutes were approved <<Date>> by electronic vote of Committee Members
Faculty Senate Library Committee Minutes
Faculty Senate Library Committee Meeting Date – August 20th, 2018

Present: Kristi Smith, Lane Library; Christian Hanna, Waters College of Health Professionals; Donna Mullenax, College of Science & Mathematics; Allissa Lee, College of Business; Natalie James, College of Arts & Humanities; Stephanie Jones, College of Education; Meghan Dove, College of Behavioral & Social Sciences; Bede Mitchell, Dean of the GS Libraries; Clement Lau, Director of Henderson Library & Associate Dean of the GS Libraries; Douglas Frazier, Director of Lane Library & Associate Dean of the GS Libraries.

Guests: Debra Skinner; Head of Collection & Resources Services Henderson Library; David Lowder; Head of Library Systems and Technologies Henderson Library; Leslie Hass; Head of Research Services Henderson Library; Ruth Baker; Scholarly Communications Librarian Henderson Library; Nikki Rech; Information Services Librarian Henderson Library; Jeff Mortimore; Discovery Services Librarian; Jessica Minihan; Continuing Resources Librarian Henderson Library; Ann Fuller, Head of Circulation & Inter-library Loan Lane Library; Lizette Cruz; Sr. Administrative Assistant to the Dean of the GS Libraries.

Absent: John R. O'Malley, College of Engineering & Computing; Quentin Fang, College of Science & Mathematics; Ruth Whitworth, Jiann-Ping Hsu College of Public Health.

I. CALL TO ORDER
Dr. Bede Mitchell called the meeting to order on Monday, August 20th at 2:02PM.

II. INTRODUCTIONS
Dr. Mitchell asked every committee member present to introduce themselves and state which college they are from.

III. ELECTION OF COMMITTEE CHAIR
Dr. Mitchell read the formal charge of the Committee and read the duties of the Chair of the committee. Dr. Mitchell offered the services of the Sr. Administrative Assistant Lizette Cruz to the committee chair. She will taking the meeting notes and helping to set up times and rooms for meetings. She will also assist the chair with the agenda and distribute the finalized agenda for the chair to the committee members. Dr. Mitchell then held nominations for committee chair. Several committee members withdrew themselves from nomination due to other commitments. Dr. Stephanie Jones from the College of Education was nominated for Chair of the Faculty Senate Library Committee. Dr. Christian Hanna seconded the nomination. All members were in agreement.

IV. NEW BUSINESS
A. Dean Of the GS Libraries Report
Dr. Mitchell invited the members to forward future meeting agenda topics to either him or Dr. Stephanie Jones.

1. GS Libraries Budget
In preparation for the next meeting Dr. Mitchell will be sharing with the committee members a breakdown of what past spending patterns have looked like, as well as the initial allocations made to the present fiscal year. He will also provide some background in the reasoning for those allocations and will also be sharing some perspective on how this budget compares to Georgia Southern’s officially recognized peer institutions.

2. **GS Libraries Strategic Plan**
   Dr. Mitchell spoke on the GS libraries 3 year strategic plan. He stated that the plan is still in the earlier stages of being drafted. Before getting too far into that planning Dr. Bede Mitchell would like to share with the committee what work has been accomplished so far and invite the committee to share what they would like to see in the strategic plan in order to make the library more effective in supporting them in their scholarship and teaching.

3. **Consolidation and Implications for the GS Libraries and the GS Libraries Committee**
   The GS libraries underwent a lengthy consolidation process merging policies and procedures, combining the libraries function with a shared online library management platform. In preparation for the next meeting Dr. Bede Mitchell will be sharing with the members of the committee 11 recommendations with descriptions stating their importance, which the libraries operational work made to the consolidation committee, all of which were accepted.

**B. Other Business**

Dr. Mitchell will be retiring in June 2019. He will be recommending to the provost that one or two of the members of the search committee for the new dean of the GS Libraries be chosen from this committee.

Dr. Mitchell asked if anyone had any questions or if anyone had any agenda topics to present. There were none. Dr. Mitchell then asked if the time frame of Mondays at 2PM was a good for future meetings. All present were in agreement.

Dr. Natalie James asked if it mattered whether they attended the meeting at the Statesboro or Armstrong Campus, since she lives in Savannah and sometimes that location will be more convenient. Dr. Mitchell stated that either campus location was fine. The set up for every meeting will be the same: conference room 3213A at Henderson Library and conference room 224 at Lane Library.

Dr. Mitchell asked if there was any other business. There was none. He then asked if there were any questions.

Dr. Natalie James asked if there were things that the committee members could do to promote faculty education about the ways the library is changing in light of consolidation, whether it involves different kinds of resources the library is investing in or simply physical changes to sections of the library. Dr. Mitchell asked if anyone had any specific changes in mind that those could be included in the agenda to discuss goals on how to promote those right away. He did want mention that the Center for Teaching Excellence has left the library and swapped spaces with the Academic Success Center. While those units are not associated with the Library, it is an important change that students should be aware of.

Dr. Mitchell asked Leslie Haas, Head of Research Services at Henderson Library, to speak on some other changes coming to the Henderson library. Leslie Haas stated that with the Academic Success Center coming to the library there will be changes in where teaching will be taking place at the library. While the library maintains access to room 1308 there will be a new temporary space designated as 1219A which is located on the first floor opposite where the normal classrooms are located. This area will accommodate approximately 25 students. Laptops will be available. This was done because the center will be using
rooms 1300 and 1302 for their programming. 1308 is longer available in 25Live because they library will
be utilizing this space for teaching, but the room will be available in the evenings for student groups to
use.

She also noted that the print reference collection is being moved. Most research is now being done
online. The books will still be accessible, but are now part of the larger library collection. Some have been
moved to the ARC. This move has allowed for a significant amount of space to be opened up for student
use. They are exploring setting up Research Services in this new open area to assist student better.

Ann Fuller, Head of Circulation & Inter-library Loan at Lane Library, wanted to let everyone know that now
that the two libraries have consolidated, when someone logs into the catalog where there is an option to
request books, there is now an express service that allows book to be borrowed between the two
libraries.

V. ANNOUNCEMENTS

A. The next Faculty Senate Library Committee Meeting was set tentatively for Monday,
September 17th, 2018 at 2PM.

VI. ADJOURNMENT

There being no further business, the meeting was adjourned on Monday, August 20th, 2018 at 2:39 PM.

Respectfully submitted,

Lizette Cruz, Recording Coordinator

Organizational Meeting Minutes

Student Success Committee
Georgia Southern University
August 24, 2018

Members present: Dragos Amarie, Kwabena Boakye, Lauren McMillan (WebEx), Fayth Parks
(WebEx), Elizabeth Rasnick, Reed Smith, Lace Svec, Jennifer Zorotovich,
Ex-officio members present: Greg Anderson, Amy Ballagh, Chris Caplinger, Christine Ludowise, Kimberly Simpson, Jarvis Steele.

Members absent: Dustin Anderson, Holley Camacho, Cathy Roberts-Cooper, Talicia Mayo-Gamble, Patrice Buckner-Jackson, Ashley Walker.

Dr. Amarie called the meeting to order and the attendees identified themselves. After a period of indecision, it was determined that Lauren McMillan (Armstrong) and Reed Smith (Statesboro) will serve as committee co-chairs. Vice-Provost Ludowise presented an extended overview of activities in the Provost’s Office regarding academic standards. During her presentation, Dr. Ludowise presented the new university initiative for allowing students to substitute an improved grade for a previously earned substandard grade in core courses. She also discussed the “momentum” initiative that the Provost’s Office is encouraging.

Director of Admissions Christy Rikard agreed to make a presentation at the next meeting of this committee regarding current Georgia Southern admissions’ practices. Co-Chair Smith advised that he would compile the first meeting minutes and distribute a Doodle Poll to schedule the second meeting.

Respectfully Submitted,

Reed Smith, Ph.D.
Committee Co-Chair
1. Below are the team-by-team GPA’s of Georgia Southern Student Athletes for the 2017-2018 academic year:

**Women’s Sports**

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<th>SPORT</th>
<th>2017-18 Fall GPA</th>
<th>Spring GPA</th>
<th>TOTAL GPA</th>
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Men’s Sports

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Additional information regarding student athlete academic performance:

- In the Fall 2017: 43 student athletes made the President’s list (4.00 GPA);
- In the Fall 2017: 79 student athletes made the Dean’s list (3.5-3.99 GPA);
- In the Fall 2017: the cumulative GPA for student athletes was 3.04;
- In the Spring 2018: 41 student athletes made the President’s list (4.00 GPA);
- In the Spring 2018: 81 student athletes made the Dean’s list (3.5-3.99 GPA);
- In the Spring 2018: the cumulative GPA for student athletes was 3.04;
- Spring 2018 marked the 3rd consecutive semester that Georgia Southern student athletes earned a GPA of 3.0 or higher;
- Spring 2018 marked the 26th consecutive semester that the Georgia Southern Women’s Tennis Team achieved a GPA of 3.0 or higher.

2. From the NCAA:

Coach Kelly Carter
Women's Cross Country Head Coach
Georgia Southern University
P.O. Box 8082
Statesboro, Georgia 30460
Dear Coach Carter:

Congratulations to you and your team for being a recipient of the NCAA Public Recognition Award. This honor is bestowed on teams with an NCAA Division I Academic Progress Rate in the top 10 percent of all squads in their respective sports in the 2016-17 academic year. The list of all teams recognized may be found on ncaa.org.

As the head coach, you play an essential role in helping your student-athletes achieve their academic and athletics goals. The academic success of your team demonstrates your commitment to developing student-athletes holistically and promoting the overall student athlete experience. Your team has excelled in the classroom and in competition, which sets a great example for all students.

Once again, congratulations. We applaud you, your student-athletes, your athletics department and your campus for the outstanding academic achievements of your team.

Sincerely,

3. The Georgia Southern Women’s Swimming and Dive Team was selected for the Scholar All-America Award by the Collegiate Swimming and Diving Coaches Association of America on July 9, 2018.

4. From the NCAA: Stronger accountability, penalties
Updated Aug. 8, 2018
To deter future violations, presidents, coaches and staff have stronger, clearer accountability expectations and face increased penalties if they break the rules. Changes include:

**Stronger president and chancellor accountability**
University presidents and chancellors will be personally accountable for their athletics program following the rules. Presidents and chancellors join all athletics staff members in affirming the athletics program meets obligations for monitoring rules compliance, which is required to be eligible for the postseason. Also, schools are required to cooperate fully during NCAA investigations and take appropriate corrective action.

*This new rule is effective in Division I on Aug. 1, 2019. Divisions II and III will consider the proposal and vote at the NCAA Convention in January. If approved by those divisions, it also will be effective Aug. 1, 2019.*

**Stronger penalties**
Those who break the rules face stronger penalties, including longer postseason bans (up to five years), longer head coach suspensions (could extend beyond one season), longer
employment limitations for coaches and staff who violate rules (potential for lifetime
show-cause orders), increased recruiting restrictions and the loss of all revenue associated
with the Division I NCAA Men’s Basketball Championship.  
These stronger penalties are effective immediately.

5. Below is the link to access NCAA Graduation Success Rate (GSR) and Federal
Graduation Rate for Georgia Southern University:
http://www.ncaa.org/about/resources/research/graduation-success-rate

6. Below is the link to access NCAA Academic Progress Rate (APR) for Georgia Southern
University:
https://web3.ncaa.org/aprsearch/aprsearch

7. Below is a link to the “Knight Commission on Intercollegiate Athletics,” the goal of
which is “to ensure that intercollegiate athletics programs operate within the educational
mission of their colleges and universities.”
http://www.knightcommission.org/

8. Below is a link to “The Drake Group,” whose mission “is to defend academic integrity in
higher education from the corrosive aspects of commercialized college sports.”
http://thedrakegroup.org/

9. As of July 1, 2018, Georgia Southern is no longer of probation with the NCAA.